

FAQ

1. What is OpenBooks.az.gov?

OpenBooks.az.gov is the State of Arizona's official transparency web site, created by Arizona Revised Statute (ARS) § 41-725. It is a searchable, user-friendly public site that serves as a single point of reference for citizens to view information about the financial activities of the State.

2. What information can I find on OpenBooks.az.gov?

The State of Arizona uses a centralized, automated accounting system, the Arizona Financial Information System (AFIS). The AFIS is the State's principal accounting system and is utilized by most State organizations as their primary accounting system. This web site has financial information from the AFIS from fiscal year 2009 to current.

The Arizona Health Care Cost Containment System, Department of Economic Security, maintain financial data in separate internal accounting systems with summary level information periodically posted to the AFIS. Arizona State University, Northern Arizona University, and University of Arizona process summary level information on AFIS related to State funding, as well as collections of tuition and fees. Detailed revenue and expenditure transactions are maintained in their separate internal accounting systems. The Arizona Power Authority and Public Safety Personnel Retirement System maintain financial data in separate internal accounting systems with no information posted to the AFIS.

This web site also includes links to useful resources for information about the State of Arizona.

3. How are AHCCCS financial transactions recorded?

AHCCCS makes payments for medical and health related services for its members and codes transactions in accordance with the state's chart of accounts and the guidelines established by the State of Arizona Accounting Manual. These payment transactions are recorded in the Arizona Financial Information System under the object code general description of "Aid to Organizations & Individuals" as established for social program related payment activity. Due to limited coding options under the expenditure groups, AHCCCS historically posted payment transactions to the "Aid to Individuals – Hospitalization" account code. However, AHCCCS' primary payments are to managed care organizations in the form of a monthly per member capitation rate with additional payments to providers for direct medical services. Although these payments are made on behalf of enrolled members, the payments primarily are for medical and health services where hospitalization represented the broadest category of service description available in the limited coding category.

Under the AHCCCS model, actual payments are primarily made to the contracted managed care organizations with a per member per month rate that cover an array of medical services, or directly to medical service providers on a fee-for-service basis, other payment for specific authorized purposes such as Medicare Part A premiums, coinsurance and deductibles, and other qualifying hospital programs and costs.

Beginning in early January 2011, the following link to the AHCCCS web site will provide detailed information on each of the payment categories and payment vendors. Additionally, the direct payment entity detail will be interfaced into the statewide site under the “AHCCCS Entity” in the future.

<http://www.azahcccs.gov/reporting/transparency/default.aspx>.

4. How are salary transactions displayed on OpenBooks?

Salary transactions are processed in the State's Payroll/Human Resources system, Human Resource Information Solution (HRIS). The detailed transactions processed in HRIS are aggregated by agency, cost account and expense category before being interfaced to and recorded in the Arizona Financial Information System (AFIS).

5. What do the acronyms in the fund names stand for?

Definitions of the acronyms most commonly used in fund names appear in the table below:

AFIS	Arizona Financial Information System
ARRA	American Recovery and Reinvestment Act of 2009
ARRF	Anti-Racketeering Revolving Fund
CAWCD	Central Arizona Water Conservation District
CCDF	Child Care and Development Fund
CERF	Collection Enforcement Revolving Fund
CFRF	Consumer Fraud Revolving Fund
CJEF	Criminal Justice Enhancement Fund
COP	Certificate of Participation
GAN	Grant Anticipation Note
HITF	Health Insurance Trust Fund
HURF	Highway-User Revenue Fund
JCEF	Judicial Collection Enhancement Fund
LCF	Land Conservation Fund
LGIP	Local Government Investment Pool
LTAF	Local Transportation Assistance Fund
PLTO	Privatized Lease to Own
RARF	Regional Area Road Fund
TANF	Temporary Assistance for Needy Families
TWN	Treasurer Warrant Note
VLТ	Vehicle License Tax
WBF	Water Banking Fund
WQARF	Water Quality Assurance Revolving Fund

5. How often is OpenBooks.az.gov updated?

OpenBooks.az.gov is updated monthly with the financial information from the previous month.

6. How do I search for information on this web site?

Begin by selecting search criteria from the drop down boxes in the “Get Started” section on the upper right side of the home page.

From there, click on specific information to drill down and see the detail.


To change the search criteria, use the drop down boxes at the top of the screen on any search pane.

To return to the homepage, click the AZ Open Books tab at the top of the page.

7. How do I download information?

Information can be downloaded to Microsoft Excel by clicking on the Excel icon  at the bottom of each page.

8. How do I print information?

Information can be printed by clicking the printer icon  at the bottom of each page. Some of the information can be quite extensive and result in large quantities being printed. Accordingly, we recommend appropriate caution prior to choosing to print.

9. Who is responsible for the accuracy of the financial information displayed on this site?

The State of Arizona organization processing the information is responsible for its accuracy. The General Accounting Office (GAO) is responsible for compiling and listing the information.

10. Who do I contact if I have questions or want more information about the information displayed on OpenBooks.az.gov?

To make an inquiry or to provide feedback, please contact the General Accounting Office at OpenBooks@azdoa.gov.

11. Why is the Payee/Vendor/Customer sometimes displayed as “N/A” or “Name Redacted”?

If a transaction was processed without a Vendor/Payee/Customer name in the AFIS, it will be displayed as “N/A”. For confidential transactions, names of Vendors/Payees/Customers will be displayed as “Name Redacted”.